

**Department of Veterans Affairs
Federal Supply Service
Authorized Federal Supply Schedule Price List
Effective Date: February 01, 2011**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!™ is: www.GSAAdvantage.gov

**Federal Supply Schedule (FSS) 621-I
Professional & Allied Healthcare Staffing
Services**

Product Service Code Q
Contract #: V797P-7313a¹

For more information on ordering from Federal Supply Schedules click
on
the FSS Schedules at <http://www.fss.gsa.gov>

Contract Period: 02-01-2011 through 01-31-2016

Josephine's Personnel Services, Incorporated

*2158 Ringwood Ave.
San Jose, CA 95131*

www.jps-inc.com

Primary Contract: *Josephine Hughes* [/Josephine@jps-inc.com](mailto:Josephine@jps-inc.com)

Alternate Contact: *Ellen Chittenden* [/ellen@jps-inc.com](mailto:ellen@jps-inc.com)

Phone# (408)943-0111

Fax# (408)943-9649

Josephine's Personnel Services, Inc. is certified as a small, disadvantaged, and minority woman-owned business since 1988.

Date Universal Number System (DUNS): 789563517

Customer Information:

1. **Table of awarded special item number:**

SIN 621- Description

040	Certified Nursing Assistant
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2. **Maximum order:** \$1,000,000 per order.
3. **Minimum order:** 8 weeks at 36-40 hrs per week
4. **Geographic coverage (service area):** California
5. **Prompt Payment Terms:** 1% 20 days. Net 30 days
6. **Credit Card Acceptance:** Yes, the offeror accepts credit cards
Yes, accept cc orders at or
above \$3,000
7. **Ordering address:** 2158 Ringwood Ave. San Jose, CA 95131
8. **Payment address:** 2158 Ringwood Ave. San Jose, CA 95131
9. The rates shown herein are ceiling rates excluding travel and lodging expenses and an Industrial Funding Fee (IFF) of 1%. These rates include malpractice insurance.
10. **Minimum Qualifications of Professionals:** See pages 3-4
11. **Medical Liability Insurance Limits:** \$1,000,000 per occurrence; \$3,000,000 aggregate.
12. For services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), are found in the Federal Acquisition Regulation (FAR) 8.405-3.

Josephine's Personnel Services, Inc. Not to Exceed Hourly Rates

SIN 621 Position Description

040	Certified Nursing Assistant II	\$28.33
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Shift Differentials: N/A

Work Week: Sunday – Saturday

Overtime Rate(s): 1.3 times hourly rate for all hours worked in excess of 40 hours per week per California and local laws, and 1.7 for hours worked in excess of 12 hours per day for double time.

Holiday Rate(s): 1.3 times hourly rate for all hours worked in excess of 40 hours per week per California and local laws, and 1.7 for hours worked in excess of 12 hours per day for double time, for Federal holiday's placement actually worked.

On-Call Rate(s): N/A

Call Back Rate(s): N/A

Minimum Qualifications of Professionals

Position:	621-040 Certified Nursing Assistant
Years of Experience:	Minimum 6 months experience within the last proceeding three years
Education/License:	State License required and graduate of State-approved Certified Nursing Assistant Program.
Certification:	Required
BCLS:	Required

Duties: In addition to providing personal care, the Nursing Assistant performs common nursing procedures such as, observing and reporting on patient conditions; taking and recording vital signs, collecting and labeling specimens, sterilizing equipment; listening to and encouraging patients, giving sitz baths and enemas; applying and changing compresses and non-sterile dressings, checking and replenishing supplies, securing admission data from patients, and assisting in controlling aggressive or disruptive behavior. The Nursing Assistant follows specific instructions, and matters not covered are verified with the supervisor.

Background Investigations: Criminal Background check for all counties of

Residence and employment for the past 7 years; Social Security travel, OIG & GSA Sanctions check; Review of National Sex

Offender database; Reference checks;
Education and Licenses Verification.

Other

No Awards : 49 States